



PUBLIC LIBRARY BOARD

AGENDA



Tuesday, August 25, 2020

This meeting will have remote access. At 5:15 p.m. join the meeting from your computer or tablet by clicking the link below:

[Join Microsoft Teams Meeting](#) or

[+1 971-319-5185](tel:+19713195185) United States, Portland (Toll) Conference ID: 485 789 23#

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES
 - a. July 28, 2020

4. SCHEDULED BUSINESS
 - a. Business from the Public

Persons wanting to address the body must send their written comments by email to amanda.bressler@cityofalbany.net. Please limit comments to one page and include your name and address. Emails received before 4 p.m. on August 25, 2020, will be included in the record.

- b. Librarian's Report

5. BUSINESS FROM THE BOARD

- Old Business:
 - a. Meeting room policy/fees-
- New Business
 - a. **Year End Appeal**

2. NEXT MEETING DATE: Tuesday, September 22, 2020

3. ADJOURNMENT

Microphones will be muted and webcams will be turned off for presenters and members of the public unless called upon to speak.

If participant(s) disrupt the meeting, the participant(s) microphone and webcam will be turned off.

If disruption continues, the participant(s) will be removed from the meeting.

Due to Governor Brown's Executive Orders limiting public gatherings during the COVID-19 pandemic, this meeting is accessible to the public via phone and video connection.

cityofalbany.net





PUBLIC LIBRARY BOARD

MINUTES

Tuesday, July 28, 2020

5:00 p.m.

Virtual

Approved: **DRAFT**

CALL TO ORDER

Chair Borst asked Vice Chair Bob Brown to run the meeting due to technical difficulties. Brown called the meeting to order at 5:25 p.m.

ROLL CALL

Committee Members present: Steve Borst, Bob Brown, Barbara Coffman Amy Roberts, Ilynn Winn, and Jo Ann Yonemura

Committee Members absent: open

Staff present: Amanda Bressler, Assistant Library Director; Eric Ikenouye, Library Director and Sheena Dickerman, Administrative Services Coordinator; Peter Troedsson, City Manager

APPROVAL OF MINUTES

June 23, 2020

MOTION: Board Member Ilynn Winn moved to approve the minutes as written. Board Member Amy Roberts seconded the motion, which passed 4-0.

SCHEDULED BUSINESS

Librarian's Report

5:29 p.m.

Board Member Barbara Coffman joined the meeting at 5:29 p.m.

Library Director Eric Ikenouye shared about the Library's curbside service, Summer Reading program, and staffs' duties to help serve Albany patrons.

Board Member Jo Ann Yonemura joined the meeting at 5:36 p.m.

Assistant Library Director Amanda Bressler shared about Library Aide Sherry Stuckart who has been working for the Library for 20 years.

City Manager Peter Troedsson talked about the City budget. The City has a deficit of \$5.5million. There will be significant cuts. The Council is considering a utility fee.

Coffman said that she had received a Friends of the Library (FOL) donation request in curbside materials. She has found it difficult to donate on the website.

The Board asked about the end of the year giving letter. Ikenouye replied that the Library received \$4,007. Five hundred letters were sent out.

Old Business

6:03 p.m.

Bressler mentioned that staff approved the Value Statements (see agenda file).

Coffman moved to approve the Value Statements presented. Board Member Ilynn Winn seconded the motion, which passed 6-0.

Fees

6:19 p.m.

Ikenouye proposed an increase of the \$50 annual non-resident fee. He proposed to increase it to \$80 annually but patrons could pay \$40 every six months. Discussion followed.

MOTION: Coffman moved to recommend to City Council to raise the out- of- area fee to \$80, beginning January 1, 2021, with the option to pay biannually. Board Member Amy Roberts seconded the motion, which passed 6-0.

Ikenouye brought up charging for meeting room use. The Board discussed the idea. Brown requested that a draft proposal be presented at the next meeting.

Ikenouye mentioned bringing a test-proctoring fee to a future meeting after staff has been able to research the idea.

Ikenouye does not recommend any adjustments to Library Fine fee structure.

NEXT MEETING DATE: August 25, 2020

ADJOURNMENT

Hearing no further business, Vice- Chair Brown adjourned the meeting at 6:37 p.m.

Submitted by,

Reviewed by,

Sheena Dickerman
Administrative Services Coordinator

Eric Ikenouye
Library Director